

City of Alexandria, Virginia

PARK AND RECREATION COMMISSION

Public Hearing & Regular Meeting

Thursday, April 20, 2017

7 p.m.

Charles Houston Community Center

901 Wythe Street

Alexandria, VA 22314

Agenda

- I. Call to Order: Jennifer Atkins, Chair
- II. Public Hearing
 - a. North Potomac Yard Small Area Plan
- III. Presentations:
 - a. Cameron Run Planning Process Update
- IV. Public Comments – non-agenda items
- V. Items for Action:
 - a. Approval of Minutes: March 16, 2017
- VI. Project Updates
 - a. Windmill Hill Park Construction
 - b. Warwick Pool
 - c. Beverley Park
 - d. Holmes Run Park Pedestrian & Bike Trail Bridge
- VII. Director's Report:
 - a. Follow up on FY18 Budget and CIP
 - b. NJ Lee and Lee Center test fit for ACPS
 - c. Youth Sports Scholarship Policy
- VIII. Division Updates: Recreation Services; Park Operations; Park Planning, CIP & Marina
- IX. Commission Reports (verbal reports by District)
- X. Adjournment
- XI. Next Meeting: May 25, 2017

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 20, 2017

TO: PARK AND RECREATION COMMISSION

FROM: JAMES SPENGLER, DIRECTOR, RECREATION, PARKS AND CULTURAL ACTIVITIES

SUBJECT: FY 18 BUDGET SUMMARY – ITEM VII a.

The purpose of this memorandum is to provide Commissioners with an update on the FY18 budget process and impacts to the Department of Recreation, Parks and Cultural Activities (RPCA). Attachment #1 to this memorandum is a table showing all reductions recommended by the City Manager for RPCA. There are notes showing any requests for additional information submitted by City Council.

Current five year financial forecasts for the City show a continued shortfall in revenues versus expenditures. It is highly likely that we will continue to face required reduction scenarios of 3% to 5% for the next five years. Since 2008, the RPCA General Fund budget increased 8% versus the overall City GF Budget at 37%. Significant during this time period were the additional areas of maintenance responsibility.

- | | | |
|---|--|-------------------------------------|
| ▪ Alexandria Public Libraries (2008) | ▪ Four Mile Run Park Expansion (2012) | ▪ James Bland Park (2012) |
| ▪ ACPS School Grounds Maintenance (2009) | ▪ Duron Building (2012) | ▪ 3550 Commonwealth Avenue (2012) |
| ▪ Carlyle Dog Park and Tennis Courts (2009) | ▪ Potomac Yard Park Fields – Simpson Soccer (2012) | ▪ Miracle Field (2013) |
| ▪ TC Williams High School Grounds (2010) | ▪ Witter Recreational Fields (2012) | ▪ Polk Avenue Park (2013) |
| ▪ South Carlyle Square (2011) | ▪ John Adams Baseball Field (2012) | ▪ President Gerald Ford Park (2013) |
| ▪ Judy Lowe Park (2012) | ▪ Potomac Greens Park (2012) | ▪ Curtis Avenue Linear Park (2014) |
| | | ▪ Potomac Yard Park Phase 1 (2013) |

- | | | |
|---|---|---------------------------------|
| ▪ Jefferson Houston School (2014) | ▪ 302 Beverly donation (2015) | Stormwater Pond) (2016) |
| ▪ Freedmen's Cemetery (2014) | ▪ 518 E. Bellefonte (2015) | ▪ Potomac Yard Landbay E (2017) |
| ▪ 600 North Henry (2014) | ▪ Alexandria Renew Field and restrooms (2016) | ▪ Dorn ROW (2017) |
| ▪ Potomac Yard Park (2014) | ▪ Potomac Yard Park phase 2 (Braddock Trail) (2016) | ▪ Potomac Yard Dog Park (2017) |
| ▪ Landbay E (2014) | ▪ Potomac Yard Park phase 3 (North | |
| ▪ Four Mile Wetlands restoration (2015) | | |

Not only has RPCA faced the direction for operating budget reductions but increasing acreage to maintain has amplified the impact of the reductions. Council expressed concern for the reductions in maintenance cycles as the appearance of parks and public areas will suffer. In 2008 turf areas were mowed once a week. The cycles in 2018 will be once every 3 weeks. So far, RPCA met these challenges through new park design changes, the development review process, conversion to sustainable landscaping, increased use of contractors, better timing of cycles, and increased efficiency. In the last community survey, 84% of households rated appearance of parks as good or excellent.

FY2018- RPCA- Questions from OMB-Council

Title	Follow-up Questions	Program	Amount/net	Focus Area	Proposal Type	RPCA Responses/comment
Athletic Field Preparation Reduction	What is the current cost recovery rate (if any exists at all in any circumstance)? What would the cost recovery rate be in this proposal?	Park Ops		(54,106.00)	Reduction	Currently there is not a cost recovery rate established for this service. This proposal is not intended to generate any revenue. User groups will be responsible for field preparation, City staff will continue mowing and maintaining the turf.
Community Gardens Revenue Generation	When are fees collected (i.e. at the beginning of the season? Throughout the season? If applicable, are partial year revenues factored into the submission number? Do you expect community push back should the maintenance and management of the garden program be taken over by the gardeners. Would RPCA prefer the take over of the community garden by users over the \$180 fee (it is listed in the submission as an alternative)?	Park Ops		(17,340.00)	Reduction	Completed applications and fees are collected prior to the beginning of the gardening season. The current management model, City manages the 194 gardeners individually. RPCA would prefer the option to have a group take over the management of the garden plots than to raise the fee.
Durant Center - Change in Operation	Please provide justification of how you are getting to \$15,000 in revenue generation. How many tenants are you expecting and what is the rate charged to tenants? Would there be lost revenue from these spaces no longer able to be rented and is this included in your submission number? For the Durant center follow up response, what does it mean when they say "Currently, arts renters are paying 20% of rental fees. In FY18 they will pay 60%." Does this mean 20% and 60% of rental cost and then the City is subsidizing the rest? Or does it mean something totally different?	Cultural Activities Program		(15,000.00)	Reduction	Currently, arts renters are paying 20% of rental fees. In FY18 they will pay 60%. The classrooms that will be converted are not currently rented often. We will start leasing currently unused space (storage, office space, free community space, etc.) The multipurpose room will still be available for community rentals. Response: arts groups that rent the Durant Center pay 20% of the rental fee (not 100%). Over the next two fiscal years, their fees will be increased to comply with the RPCA cost recovery policy.
Elimination of Seasonal Flowers at City Hall/Market Square Plaza	Could PARKnerships take over some of this service? Realistically to what extent? 12-19-16followup question: breakdown how much for hanging basket and flower beds	Park Ops		(44,177.00)	Reduction	We think it unrealistic that volunteers replace City services if reduced from the budget. Volunteers are best used to augment services. The consistency and dependability of volunteers securing planting material and doing maintenance over such a large area probably is not likely. "
Equipment Maintenance	What is happening to the person out on long-term disability? Are they retiring? Or is there another job they will come back to? The equipment maintenance reduction was also moved from tier 4 to "non-prioritized" because there was a note that this was going to occur anyway.	Park Ops		(40,000.00)	Reduction	The person that is on long-term disability is retiring so this is a good opportunity to change to a more efficient business model for Park Operations Equipment Maintenance.
Expansion of the Litter Prevention and Recycling Program		Park Ops		(5,000.00)	supplemental	

FY2018- RPCA- Questions from OMB-Council

Title	Follow-up Questions	Program	Amount/net	Focus Area	Proposal Type	RPCA Responses/comment
Landscaped Beds in Right of Way		Park Ops		(13,228.00)	Reduction	Morgan and Alyssa met with Emily on Dec21, and the landscaped beds was moved from tier 3 into tier 2. The equipment maintenance reduction was also moved from tier 4 to "non-prioritized" because there was a note that this was going to occur anyway.
Leaf Collection Reduction		Park Ops		(52,364.00)	Reduction	
Nature Center Operating Hours		Park Ops		(4,500.00)	Reduction	
Nature Center Revenue	Can this be done in tandem with the Nature Center Operating Hours reduction? Are Birthday parties even planned for a Sunday?	Park Ops		(6,500.00)	Reduction	The revenue increase proposal and the elimination of "open hours" on Sunday are independent of each other. Birthday parties are currently offered on both Saturdays and Sundays, including the time of the year when we are not currently open on Sundays. The party fee covers the cost of staff supervising the party. This is similar to our staff working the after-school Nature Buddies program on Mondays and Tuesdays, even though the Nature Center is not open to the public on those days.
Park Mowing Reduction	How many parks would have "no-mow" zones as a result of this reduction? At a later date, RPCA could potentially be asked which parks should this reduction option be taken.	Park Ops		(62,706.00)	Reduction	There are 22 parks with established no-mow zones covering 45.52 acres. The proposed reduction reduces the mow cycles from 15 to 13 for all passive park areas. No additional "no mow" zones are to be established under this proposal.

Reduce funding for Enhanced Events at Fitzgerald Square/Waterfront Parks	Can this funding or a portion of this funding be cut in FY 2017 as well?	Cultural Activities Program		(30,000.00)	Reduction	The enhanced programming was going to be used for events in 3 rd and 4 th quarter of FY17.
Reduce General Fund Contribution to non-City Produced Parades	What specific support services would be reduced? What "other City support such as grants" exists?	Cultural Activities Program		(18,000.00)	Reduction	This is adjusting the budget to actual per City Council approved policy.
Right-of-Way Mowing	Follow up question: divide the cost into two different categories to different tiers. How many cycles and how much each tier	Park Ops		(42,243.00)	Reduction	
Street Tree Maintenance		Park Ops		(62,550.00)	Reduction	

FY2018- RPCA- Questions from OMB-Council

Title	Follow-up Questions	Program	Amount/net	Focus Area	Proposal Type	RPCA Responses/comment
Tree Planting Program	Is there planting \$ in the CIP and if so how does this overlap? Follow up questions for tree planting - the difference between the use of CIP funding and operating funding and how and if they overlap	Park Ops		(72,000.00)		Currently RPCA have funds in the CIP (\$206,000) and \$72,000 in operating budget for tree planting. So far in FY 2017, we planted approx. 78 trees in Old Town. We have also inventoried empty tree wells in Old Town and are developing a plan for tree well improvements in Spring 2017 that will be associated with additional planting. By the end of FY 2017, approximately 175 trees will be planted and 40-50 tree wells will be reconstructed or added utilizing the \$72,000. Response: The CIP funding is for the annual base program for planting and establishment of trees in rights-of-way and on other public properties throughout the City. The operating funding for FY 2017 was approved to allow additional trees to be planted, established, and maintained on street rights-of-way and on public properties in North Old Town, South Old Town, and other areas of greatest need.
Follow up from Livable Worksession	What amount has the City spent on tree planting (both operating and capital) over the past 10-15 years				Reduction	Tree planting traditionally has been funded with capital funds. From FY2002 to FY2017, a total of <u>\$1,790,244</u> was budgeted (approved by each fiscal year) for tree planting in the CIP. So the average annual capital expenditures for tree planting has been about \$112,000. During this period the City also spent additional capital funds for tree planting as part of the various City CIP projects. In FY2017, the City also spent \$72,000 in operating funds for tree planting.
	What would be the savings realized if the City maintained the tree canopy at current levels (34%)? (Mayor/Chapman)					There are no savings in changing the City's current goal for its tree canopy from 40% to 34% (current level). The current operating and capital funds expenditures for the Urban Forestry Management mostly help maintain a tree canopy status-quo (no net loss of trees) in rights-of-way and city-owned lands. Reducing the City's tree canopy goal to the current level of 34% will result in future cost avoidance – future costs related to increasing the tree canopy from 34% to 40%. Staff estimates the total cost to increase the tree canopy in the entire City by 1% over a ten-year period is \$16.5 million or \$1.6 million per year.
	What is the cost of restoring park mowing to 15 cycles?			62,706.00		

Green-Livable						
FY2018- RPCA- Questions from OMB-Council						
Title	Follow-up Questions	Program	Amount/net	Focus Area	Proposal Type	RPCA Resposes/comment
Vegetation Maintenance in Alleys		Park Ops		(8,700.00)	Reduction	

reductions not taken

RPCA	Marina Maintenance	-\$28,000
RPCA	Buddie Ford Nature Center Hours	-\$4,500
RPCA	Alley Maintenance	-\$8,700
RPCA	Right of Way Mowing (Beyond Reduction Included in Proposed Budget)	-\$23,489
RPCA	Street Tree Maintenance	-\$62,550
RPCA	Seasonal Flowers at City Hall/Market Square Plaza	-\$44,177

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 20, 2017

TO: ALEXANDRIA PARK AND RECREATION COMMISSION

FROM: WILLIAM CHESLEY, DEPUTY DIRECTOR, RECREATION SERVICES
MARGARET ORLANDO, DIVISION CHIEF
LAURA DURHAM, DIVISION CHIEF

ITEM: UPDATE ON THE STUDY AND PROPOSED USE OF LEE CENTER
COMPLEX FOR ACPS SWING SPACE – ITEM VII b.

ISSUE: The City is currently conducting a feasibility study to assess whether the Lee Center Complex at 1108 Jefferson Street can be used by Alexandria City Public Schools (ACPS) for long-term swing space, in conjunction with ACPS Modernization Projects. Conversion of the Lee Center Complex to classroom and school related space and use will impact current recreational programming and facility use provided by the Department of Recreation, Parks and Cultural Activities (RPCA); this memorandum provides an overview of those impacts.

BACKGROUND: ACPS is in the process of modernizing its school facilities; a process that is expected to take place over the next ten years. During this timeline, ACPS is looking for swing space that can be used to house students while their school is modernized. ACPS proposed, and the City is reviewing, a feasibility study to determine if the Lee Center Complex (including the Nannie J. Lee Recreation Center) can be converted back to a school based use. The Lee Center was originally a school, and converted to a recreation facility in 1978. To support a comprehensive feasibility study of the potential use and conversion of the Lee Center complex, RPCA staff prepared a brief report summarizing all of the programs and services currently provided at the location, along with the impact that ACPS use of the building will have on those programs and services. RPCA submitted this report (attached) to the consultant preparing the study.

While preparation of the final findings and feasibility study report are currently underway, RPCA is sharing the “Recreation, Parks and Cultural Activities Program and Service Impacts” report with key stakeholders, including those impacted by the loss or reduction in programming and facility space, commissions and boards, and the neighboring community. The report outlines the program and service areas provided by/through RPCA during the school year and summer along with the expected impact created by ACPS use of the building.

DISCUSSION: The Lee Center Complex is one of the City’s three standalone, full service recreation centers, along with Charles Houston Recreation Center and the Chinquapin Park Recreation Center and Aquatic Facility. Of the three, the Lee Center Complex is the second most visited, and provides the largest variety of programming and facility uses. The facility currently includes the following RPCA managed areas:

- Nannie J. Lee Recreation (NJL) Center which provides after school programs for children from Lyles Crouch, along with a variety of activities that include Therapeutic Recreation programs for youth and adults, and toddler, youth recreation classes and camps;
- The Lee Center Auditorium and sound booth used for cultural events and celebrations, community theater, graduations, and other large events or meetings;
- The Lee Center Exhibit Hall, which provides large event space for the community, and can also be rented for private parties and repasts;
- The Lee Center Conference and Multi-purpose Rooms (8), which provide program space for all ages, additional space for NJL programs, and can be rented for community/civic meetings and events;
- The Lee Center Dance Studios (2), which are used for recreation programming and additional space for NJL programs; and
- The Lee Center Park and Kelley Cares Miracle Field.

The proposed ACPS use of the Lee Center Complex would convert all of the above areas to classrooms for up to 700 children and other school related functional spaces, with the exception of the NJL Recreation Center. The feasibility study retains the Nannie J. Lee Recreation Center for after school, evening and weekend use, but its gymnasium would be used throughout the day by ACPS (and unavailable to the public during school hours). The Lee Center Exhibit Hall, Conference and Multi-purpose Rooms, and Dance Studios would be converted to exclusively school use. The auditorium may remain, but may house a music classroom, and would be unavailable during school hours.

The current mix of recreation programs and facility rentals at the Lee Center Complex provide a number of services to the community, many of which are identified as high priorities on RPCA's Biennial Needs Assessment, including Cultural Special Events and Adult Fitness and Wellness programs. Community interest surveys consistently show that 100% of Lee Center program participants select this location specifically in determining their choice to participate. Due to the unique amenities and location of the facility, the majority of these programs and facility uses cannot be accommodated at other recreation centers. The loss of revenue from both the program and facility rentals (\$460,000 in FY 2016) increases the department's net impact of the City's General Fund if they cannot be duplicated elsewhere.

As shown in the attached report, the majority of the programming and facility uses currently provided by RPCA at the Lee Center Complex will no longer be feasible with the conversion of the site. RPCA staff is providing the Park and Recreation Commission with this information, along with other stakeholders, as background for any future public engagement activities required if the option to convert the Lee Center complex to ACPS swing space is pursued. Staff will provide additional information as it becomes available.

ATTACHMENTS:

Attachment 1: Recreation, Parks and Cultural Activities Program and Service Impacts Report

Attachment 2: RPCA Program and Service Impact Infographic

Attachment 3: 2016 Letter to PRC and Stakeholders

Facility	Program/Service Examples (does not include all uses)	Expected Impact (based on reconfiguration of existing available rooms/space and school operational hours)
Auditorium School Year 186 total uses	<ul style="list-style-type: none"> • Community Theater • Trainings • City or ACPS meetings • Community groups (large) • Recitals 	<ul style="list-style-type: none"> • Limited availability on weekends only • No longer available/loss of program service • No longer available /loss of program service • Limited availability on weekends only • Limited availability on weekends only
Exhibit Hall School Year 270 total uses	<ul style="list-style-type: none"> • City or ACPS meetings • Community groups (large) • Training • Parties or Repasts • Conferences 	<ul style="list-style-type: none"> • No longer available with reconfiguration/loss of program service • No longer available with reconfiguration/loss of program service • No longer available with reconfiguration/loss of program service • No longer available with reconfiguration/loss of program service • No longer available with reconfiguration/loss of program service
Lee Center/NJL School Year 3,402 total uses	<ul style="list-style-type: none"> • RPCA Programs • RPCA Senior Programs • RPCA Therapeutic Recreation Programs • City or ACPS meetings • HOA meetings • Community groups (small) • Training • Worship 	<ul style="list-style-type: none"> • Significant decrease; reduced OSTP and weekend programs only • No longer available with classroom configuration/loss of program service • Expected decrease with OSTP and weekend programs only • No longer available with classroom configuration/loss of program service • No longer available with classroom configuration/loss of program service • No longer available with classroom configuration/loss of program service • No longer available with classroom configuration/loss of program service • No longer available with classroom configuration/loss of program service • Limited availability on weekends only
Park/Outdoors School Year 158 total uses	<ul style="list-style-type: none"> • RPCA Programs • RPCA Therapeutic Recreation Programs • Community groups (small) 	<ul style="list-style-type: none"> • Decreased availability; after school and weekends only • Decreased availability; after school and weekends only • Decreased availability; after school and weekends only
Complex Summer 860 total uses	<ul style="list-style-type: none"> • City or ACPS meetings • Community groups (large) • Community groups (small) • RPCA Programs • RPCA Senior Programs • RPCA Therapeutic Recreation Programs • Training 	<ul style="list-style-type: none"> • No longer available with classroom configuration/loss of program service • Limited availability on weekends only • Limited availability on weekends only • Significant decrease/NJL space only • Significant decrease/NJL space only • Significant decrease/NJL space only • No longer available with classroom configuration/loss of program service

Facility	Facility Description	Significant Program Impacts
Auditorium	4,680 s.f. facility: 415 seat auditorium/theater <i>RPCA programs and facility rentals will no longer be available in the auditorium.</i>	Camp Adventure Movie Time (5-12 yrs) * Dramatic Kids (3-11 yrs)* Theatrical Teens (11-14 yrs)* Community Theater Groups (multiple groups)* Seniors Entertainment/Speakers Programs (ADSC, SSA, DCHS) Fire Department Academy Graduations ACPS/Private School Graduations* Citywide programs (MLK, Black History Month, etc.)* <i>*Assuming auditorium stage does not convert to classroom space and a joint-use agreement is established, RPCA could schedule and maintain programs outside of school hours with simultaneous access to classroom space, as needed.</i>
Exhibit Hall	9,205 s.f. facility: main hall (300 table seating capacity) and catering kitchen. <i>RPCA programs and facility rentals will no longer be available in the exhibit hall.</i>	ASA Summer Camp (7-12 yrs) RPCA/Alexandria Elks Senior Thanksgiving Dinner (55+) Stroller Strides (infants and moms) Weddings/Repasts/Large parties
Lee Center	6,375 s.f. facility: six (6) conference rooms, two (2) multi-purpose rooms, two (2) dance studios, and lounge area. <i>RPCA programs and facility rentals will no longer be available in the Lee Center Facilities.</i>	4-H Junior Camp (9-13 yrs) Aerobic Dancing by Jackie (55+) Art in Hand Preschool (2.5-5 yrs) Art in Hand Tots (1.5-3 yrs) Dance-A-Licious Camp (3-6 yrs) Dramatic Kids! (3-11yrs) Fairy Princess Camp (3-5 yrs) Fancy Dance-y Camp (3-5 yrs) HOA – Arch Hall Condominiums HOA – Bearing South Condominiums HOA – Bearings North Condominiums HOA – Old Town Station Owners Association

		HOA – Old Town South Townhouse Mini Adventure Camp (5-7yrs) Myo Sim Kendo (18+ and up) Ninja Ranger Camp (6-12 yrs) PhysioFit Kids (3-12 yrs) Senior Bridge Club (55+) Silver Knights Chess Camp (7-12 yrs) Teenie Weenie Toddler Camp (3-5 yrs) Theatrical Teens (11-14 yrs) TR Camp Adventure (5-15 yrs) TR Mainstream Program (6-17 yrs) Tutus & Tiaras Camp (3-5 yrs) Yoga in the Morning (55+) Youth Achieving Greatness (5-12 yrs)
Nannie J. Lee Center	10,200 s.f. facility: gymnasium, kitchen, two (2) multi-purpose activity rooms, one (1) social activity area, one (1) multi-purpose/arts and crafts room, and lobby. <i>RPCA programs and facility rentals will be eliminated in the Nannie J. Lee complex during school operating hours, and reduced after school and on weekends related to shared use with the Lee Center facilities.</i>	B.E.A.R. Play Group (infant-5 yrs) Dun Lo Arts (55+) Mini Adventure Camp (5-7yrs) <i>Reduced/eliminated</i> Pickleball (55+) Senior Bridge Club (55+) Senior Ladies Basketball (55+) Soccer Tots (3-5 yrs) TR Camp Adventure (5-15 yrs) <i>Reduced/eliminated</i> TR Mainstream Program (6-17 yrs) <i>Reduced</i> Youth Achieving Greatness (5-12 yrs) <i>Reduced</i> TR Miracle Sports Program (5-15 yrs.) <i>Reduced</i>
Outdoors	Miracle Field, Tennis Courts, Playgrounds <i>RPCA programs and facility rentals will reduced in the park during school operating hours.</i>	Lil Pro Sports (4-5 yrs) Community daytime open use Stroller Strides (infants and moms)



Therapeutic Recreation After School



Community Halloween Program



Senior Aerobic Dancing Class



Therapeutic Recreation After School

Lee Center Test Fit



Kelley Cares Miracle League

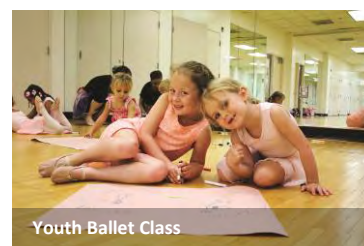
Recreation, Parks and Cultural Activities Program and Service Impacts



Camp Adventure



Youth Achieving Greatness After School Program



Youth Ballet Class



Private Rental Birthday Party



Black History Month Program Performance



Youth Achieving Greatness After School Program



Lil Rookies Basketball



Senior Square Dance

The Lee Center served as the Robert E. Lee Elementary School from 1954 until 1978. In that year, it was converted to a multi-use recreation and community center for Alexandria. The Nannie J. Lee Recreation Center opened in 1977. For forty years, the two facilities have served the local community with recreation classes, senior programs, therapeutic recreation, meeting rooms, an auditorium, and an exhibit hall. The complex also houses Alexandria's Fire Training and Adult Day Services Centers, as well as the Alexandria Office of the Virginia Cooperative Extension and the Alexandria Soccer Association.



Stroller Strides fitness for new moms is held indoors during inclement weather.



Full 415-seat Auditorium for Black History Month program.

During calendar year 2016, total visitation to all activities in the Lee and Nannie J. Lee Centers was 97,752 (this does not include Fire, Extension or Adult Day Services). The complex is the second most used recreation facility after the Chinguapin Park Recreation Center and Aquatics Facility. The auditorium and exhibit hall are unique in that they offer the only large public event space in the City, available during the day as well as evenings and weekends. The adjacent parkland provides numerous public amenities, including the Kelley Cares Miracle Field and Ruthanne Lodato accessible playground, tennis and basketball courts, and open play areas.

To support a comprehensive feasibility assessment of the potential use and conversion of the Lee Center complex (including the Nannie J. Lee Recreation Center) by the Alexandria City Public Schools (ACPS) for "swing space," the Department of Recreation, Parks and Cultural Activities (RPCA) prepared a summary of all programs and services currently provided at the location, and the impact that ACPS use of the building will have on those programs and services. The following information (attached) outlines the program and service areas provided by/through RPCA during the school year and summer along with the expected impact created by ACPS use of the building.



Therapeutic Recreation participants perform in Kauffman Auditorium.



Toddlers and Moms enjoy Nannie J. Lee's B.E.A.R. reading program.

The associated loss of the space for RPCA programs and services will impact all age groups and interests from pre-school to senior adults. The only programs and services that may be accommodated through the conversion of the facility to ACPS are those located at the Nannie J. Lee Center, starting in the after school hours. Those remaining programs would require reduced enrollments, as the Nannie J. Lee programs use spaces on the first floor of the



Seniors stay active with bi-weekly Pickleball.

Lee Center during the school year day and rely on use of the exhibit hall during the summer months' expanded enrollment. Public use of the park amenities would also be lost during the school day. An analysis of the 2016-2017 (to date) calendar years, shows that the Lee and Nannie J. Lee Centers offered 2,687 recreation programs, 186 auditorium uses, 4,262 community room rental reservations, and 270 uses of the exhibit hall. Program participants and users of the Lee and Nannie J. Lee Centers highly value the complex's location. In customer surveys from FY14, 15, and 16, one hundred percent (100%) of respondents who selected these centers as their top location answered "YES" to the question, "Does the location of a program affect your level of interest?" Based on this information, many current customers may not participate in programs or services at another location. Additionally, there is not enough program capacity at other center locations to meet what will be lost at Nannie J. Lee and Lee Centers.



Exhibit Hall looking its finest decorated for a wedding reception.



**DEPARTMENT OF RECREATION, PARKS
AND CULTURAL ACTIVITIES**

1108 Jefferson Street
Alexandria, Virginia 22314

James B. Spengler
Director

Phone 703.746.4343
Fax 703.838.6344
VA Relay 711

December 12, 2016

Dear Neighbor,

On September 26, the City received the attached formal request from the Superintendent of the Alexandria City Public School (ACPS) system to work jointly on determining the feasibility of converting the Lee Center back to a public school. This request is in response to projected school enrollment and the need to relocate students as modernization efforts are implemented in the school system.

In response to this request, the Departments of Recreation, Parks and Cultural Activities and General Services, at the direction of the City Manager, have begun to identify programmatic impacts, costs and feasibility of the ACPS proposal (attached). This initial step includes a program evaluation of current uses and services provided in the Lee Center, relocation scenario to accommodate these uses, and a test fit of the Lee Center to accommodate ACPS needs.

The City is committed to ensuring the community is aware of the process and have the opportunity, when appropriate, to participate in the study. It is anticipated that the study will continue into the winter of 2017 followed by a report of the findings.

If you would like to be placed in an email list-serve to receive updates and be informed of future engagement activities, please contact Jack Browand, Division Chief, with the Department of Recreation, Parks and Cultural Activities and provide him with your preferred email address at jack.browand@alexandriava.gov.

If you have any questions, please do not hesitate to contact Jack Browand or me at james.spengler@alexandriava.gov.

Sincerely,

A handwritten signature in cursive script that reads "James B Spengler".

James Spengler, Director
Department of Recreation, Parks and Cultural Activities

cc: Emily Baker, Deputy City Manager
Jeremy McPike, Director, General Services
Jack Browand, Division Chief, Recreation, Parks and Cultural Activities



September 20, 2016

1340 Braddock Place
Alexandria, Virginia 22314

Telephone: (703) 619-8000
TTY: 711 (Virginia Relay)
www.acps.k12.va.us

 @ACPSk12

 facebook.com/ACPSk12

Mr. Mark B. Jinks
City Manager
Alexandria City Hall
301 King Street
Alexandria, VA 22314

Dear Mr. Jinks:


This letter is to formally request the City and ACPS jointly study the use of the Lee Center for educational purposes to address the need for additional student seating capacity. ACPS continues to grow at a rate of 3-4% each year, and is expected to continue growing through 2026. Consequently, there are not enough instructional facilities to keep pace with this growth. Utilization rates for our elementary school range from 85-152% with eight of our elementary schools over 100%.

Our intent is to use the Lee Center to address capacity and modernization needs by exploring the feasibility of its use as a swing space, PreK Center or K-5 elementary school. Based on the projects delineated in our Capital Improvement Program, it is most likely that the building would be used to house swing space as schools go through modernization.

Given the shortage of available properties that could accommodate a school, the length of time needed to acquire land and build an elementary school, and the long term costs of leasing vs. buying, the Lee Center appears to be a viable option. However, ACPS realizes that detailed studies will need to be undertaken to confirm this, and alternate sites would need to be identified (and potentially purchased or leased by the City) for the many City and City related uses currently now housed in the Lee Center.

We look forward to discussions with you regarding the feasibility of this project.

Sincerely,


Alvin L. Crawley, Ed.D.
Superintendent of Schools

c: Alexandria City School Board

Superintendent

Alvin L. Crawley, Ed.D.

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OFFICE OF THE CITY MANAGER

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MARK B. JINKS
City Manager

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October 7, 2016

Park & Recreation Commission
Lee Center Stakeholders
VIA EMAIL

Dear Park & Recreation Commission Members and Lee Center Stakeholders:

Alexandria City Public Schools (ACPS) has informed the City of their interest in exploring the feasibility of converting the Lee Center complex to educational purposes. This is largely the result of the need to address additional student enrollment demands. Specifically, ACPS is requesting the City participate in a joint feasibility study to determine the effects of converting the Lee Center to accommodate the need for swing space, a PreK Center or K-5 elementary school. On September 26, the City received the attached formal request from the Superintendent for such a study.

While I am skeptical that ACPS undertaking a major renovation to the Lee Center, and the City identifying, then acquiring/leasing, and renovating multiple sites in the City to accommodate Lee Center uses will be a cost effective solution for ACPS and the City, I recognize that ACPS's choices in the City to meet its growing enrollment demands are limited. As a result, a Lee Center joint study by the City and ACPS will provide the due diligence needed to make the right decisions that are in the overall community's interest.

Should the Lee Center be converted from its current use, the City recognizes that there may be significant impacts to City operations and the community. The Lee Center is a resource to many community groups for meetings, important services and programs, rentals and special event activities, and administrative services. Any proposed changes would need to factor in these impacts in terms of replacement facilities and locations, movement of services to other existing facilities, and other modifications based on school use. This comprehensive review needs to consider the array of services held indoors and any potential changes to outdoor use. No changes to outdoor recreation uses have been specifically identified at this time by ACPS.

Current major uses of the Lee Center Complex include:

- Fire Department Training Facility
- Police K-9 Training Facility
- Emergency Operations Center (already planned to be moved)
- Department of Community & Human Services – Senior Adult Day Program


- Recreation, Parks & Cultural Activities – Administration
- Recreation, Parks & Cultural Activities – Therapeutic Recreation
- Recreation, Parks & Cultural Activities – Citywide RPCA Registration and Reservation Office
- Recreation, Parks & Cultural Activities – Meeting Rooms and Large Events
- Miracle Field and universal access playground
- Alexandria Soccer Association main office
- Virginia Cooperative Extension – 4-H Office
- City of Alexandria Human Resources Department – Training Room
- Storage facilities for Youth sports, Camp and Therapeutic Recreation

The City also recognizes the potential impacts to the community including traffic, parking, and bus circulation. The potential conversion of the 400-seat Kauffmann Auditorium and 200 seat Exhibit Hall, during the day, to ACPS use will affect a significant number of City agencies, senior citizen organizations, public education outreach activities, churches, and other uses for lectures, theatrical performances, and large group training and education.

As a result, I have requested the Departments of Recreation, Parks & Cultural Activities and General Services undertake a study and coordinate with ACPS's study of this school option. This study will identify programmatic impacts, costs and feasibility of the ACPS proposal. As these studies move forward, there will be ample opportunity for meetings and discussion with all interested individuals and stakeholder groups.

If you have any questions, you may contact Jeremy McPike, Director of General Services or James Spengler, Director of Recreation, Parks & Cultural Activities.

Sincerely,



Mark B. Jinks
City Manager

Attachment

cc: The Honorable Mayor and Members of City Council
Emily Baker, Deputy City Manager
Debra Collins, Deputy City Manager
Laura Triggs, Deputy City Manager
James Spengler, Director, Recreation, Parks & Cultural Activities
Jeremy McPike, Director, General Services
William Chesley, Deputy Director, Recreation, Parks & Cultural Activities
Donna Poillucci, Deputy Director, General Services
Jack Browand, Division Chief, Recreation, Parks & Cultural Activities
Margaret Orlando, Division Chief, Recreation, Parks & Cultural Activities
Dr. Alvin L. Crawley, Superintendent, ACPS



Recreation, Parks and Cultural Activities Financial Policies and Procedures

Financial Assistance Policy

Draft Created: April 14, 2017

Approval Level:

Approval Date:

Primary Contact:

Section 1 – RPCA Sponsored Programs

Summary

The Department encourages resident participation in City programs. A financial assistance policy and process is developed to allow for maximum resident participation in City programs.

Eligibility

All City residents who meet qualifications are eligible. All City programs are eligible for financial assistance. Some classes in the Market Rate portfolio may have limited availability to ensure cost recovery goals.

Policy: Fee assistance may be granted according to the following schedule:

- 40% reduction for households where a child receives free or reduced lunch at an Alexandria City School.
- 50% reduction for households where a child receives free or reduced lunch and the family receives nutrition assistance (SNAP).
- 70% reduction for households where a child receives free or reduced lunch, and also receives TANF (Temporary Assistance for Needy Families), or where they reside in a City of Alexandria temporary shelter.
- Resident Seniors (55 years old and above) receive a 20% discount on each program
- Adults without children who have proof of receiving SNAP, or Medicaid, may be granted a 30% fee reduction.

Procedures:

1. Resident completes the application and submits accompanying documentation to the Recreation Program Manager/Center Director. Applications must be accompanied by written documentation.
2. Recreation Program Manager/Center Director are to review documentation and verify.
3. Recreation Program Managers/Center Directors may approve and sign the application as the Department Director Designee.

4. The applications must be stored with the registrations and made available upon request.
5. Any fee assistance requested that differs from the stated policy, or without documentation, must be approved by the Division Chief or Deputy Director of Recreation Services.

Section 2 – Youth Sports Scholarship Fund Policy

Summary

RPCA recognizes that certain organizations exist within the City whose purpose is to serve and enhance recreational opportunities for specific purposes and groups. These organizations are separate and independent from the City and provide their own leadership, organizational and operational structure. Although the stated missions of these organizations may differ, investment in public recreational facilities and programs creates a mutually beneficial partnership in which to provide quality recreation opportunities for all the individuals served by the parties, as well as the general public.

RPCA fosters strong relationships with our Sports Group Affiliates in accordance with the City's Athletic Facilities Community Allocation Policy. RPCA works closely with existing organizations on such matters as field and facility assignments, usage, scheduling, and administrative matters. The programs and services of City affiliated groups are considered an integral part of sports offerings and opportunities within the City. The relationship between the Sports Group Affiliates and RPCA is intended to enhance the athletic opportunities and enjoyment for City residents.

RPCA encourages resident participation in City programs and affiliate Sports Groups Affiliates programs. A scholarship fund policy and process is developed to maintain and increase participation in Sports Groups Affiliates programs. The Youth Sports Scholarship Fund is used to provide a meaningful incentive for Sports Group Affiliates to increase registration in their recreation level programs.

Funding

The Youth Sports Scholarship is contingent upon annual budget approval and appropriation by City Council.

Eligibility

RPCA recognizes that it is in the best interests of the community that it work with outside non-profit organizations in coordinating the planning and provision of recreational facilities and programs when: 1) the organization's vision and purpose are aligned with RPCA, 2) they provide a service that RPCA would otherwise deliver and 3) a public benefit may be obtained through working relationships with outside organizations because each party can contribute to greater public service without relinquishing their separate identities or responsibilities. Qualified organizations must have a signed Affiliate Agreement with the City. Additionally, Affiliates must offer a financial assistance program to ensure equitable access to recreational level programs.

Policy

The Youth Sports Scholarship Fund will be distributed in two ways:

1. **Affiliate Community Outreach Program**

Each Sports Group Affiliate may request up to \$2,000 each fiscal year for community outreach. The outreach should promote youth sports to City residents via camps, clinics, intramurals or after school programs. The outreach should focus on introducing the basic skill development to participants and encourage recreation level league participation.

Procedures

- Sports Group Affiliates will submit an application to receive the Outreach Program funds to include date, location, age group, equipment required, and cost of program.
- Sport Group Affiliates will submit an evaluation of the program within two weeks of the ending date updating the information provided in the application.

2. Reimbursement to Affiliate for Individual Financial Assistance

Once a Sports Group Affiliate provides fee assistance to 80% of the total number of individuals awarded the previous calendar year, the Sports Group Affiliate will be reimbursed \$100 per player for each additional participant that receives financial assistance.

Procedures

- Sports Group Affiliates will supply documentation to RPCA Director or his designee of awarded financial assistance from the previous calendar year and the year for which they request reimbursement.
- RPCA will reimburse the Sports Group Affiliates per invoice from the Affiliate.

Roles and Responsibilities

All Regional Program Directors, Recreation Managers, and Managers on Duty, along with Front Desk Personnel are to ensure that this policy is adhered to.

Contacts

Deputy Director, Recreation Services
Division Chief, Recreation Services

Related Documents

Sports Group Affiliate Policy

MEMORANDUM

DATE: APRIL 20, 2017

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: WILLIAM CHESLEY, DEPUTY DIRECTOR *WC*
RECREATION SERVICES DIVISION

SUBJECT: RECREATION PROGRAMS AND SERVICES REPORT - ITEM VIII

Program Wrap-Ups

- On March 1, Charles Houston Recreation Center held a **Teen Visioning Dinner**. Teens were given the opportunity to share their thoughts on topics that included staff visibility, trips and center activities. Evening festivities included playing with the gaming system (Madden Football and Let's Dance), music, and a scrumptious dinner from El Pollo Ranchero. Over 15 teens were in attendance.
- On March 11, Charles Houston Recreation Center held its **Late Night Teen Dance**. Over 80 teens enjoyed the evening festivities, which included an inflatable obstacle course, video games, a DJ, a variety of soft drinks, chips and snack bars. Admission was free and teen peer advisors worked with the Advisory Council to raise \$200 for the teen center through refreshment sales.
- On March 17, Cora Kelly Recreation Center held its **Kid's Book Swap**. Youth had an opportunity to recycle their used books in good condition in exchange for a new or recycled book. Participants received three books due to the large donation from staff and others. Over 50 participants enjoyed additional activities including crafts, a storyteller and face painter.
- On March 20, Mid-Atlantic Recreation & Parks Sports Alliance hosted an **awards ceremony** to honor participants for their sportsmanship and dedication. Honorees for Youth Sports in the City of Alexandria included Bridget and Meaghan Wendling (Players of the Year), Gillie Maddox (Coach of the Year) and Owen Malone (Administrator of the Year).



- The City of Alexandria recognized **National Safe Place Week**, March 20-26, with daily themed activities at Safe Place sites to raise awareness about the issues youth face and the resources available in Alexandria. Themed activities included informative presentations to youth enrolled in OSTP and teens who frequent recreation centers. Participants watched Safe Place awareness videos and took a Safe Place walk. This week was also used to bring awareness to the Mayor's Campaign to End Bullying. The youth discussed bullying and how to report it. Hundreds of City of Alexandria youth participated in Safe Place Week activities.



- Cora Kelly Recreation Center held its **Indoor Futsal Soccer League** Championship Game on March 25. This 6 on 6 competitive league for ages 16 and older, consists of a 12-week regular season with play-off and championship games. Trophies and medals were awarded to the winners. The program included 12 teams, generating \$7,200 in revenue, with over 3,000 attendees throughout the season.



- On March 27, over 40 teens and preteens from Cora Kelly, Mt Vernon and Charles Barrett Recreation Centers enjoyed a Mardi Gras themed **teen social event**. The event was designed to encourage and increase participation in recreation center teen programs. The evening included a variety of recreational activities and an engaging discussion on bullying and its effects. Teens also enjoyed playing video games, pool, ping-pong, sports, and dancing.

- **Men's Winter Basketball League** recently ended with championship games played on March 30. The league has grown from 11 to 12 teams over the past year, generating \$9,060 in revenue.



- On March 31, **Family Splash Night** featuring George Mason & Maury Elementary Schools took place at Chinquapin Park



Recreation Center and Aquatics Facility. Participants enjoyed swimming, basketball relays, a floating obstacle course, a racquetball clinic, pool safety tips and swimming assessments for youth. Attendance reached 115 people, and revenue for the evening was \$440. Upcoming Family Splash Nights are scheduled for April 28, May 5, and May 19.

- On March 31, William Ramsay Recreation Center held its **March Madness Game Night**. Held during its regularly scheduled teen night, over 60 teens participated in a fun structured basketball tournament in honor of the NCAA Championship games.



- On April 1, **Cora Kelly Recreation Center cheerleaders** participated in the Capital Cheerstarz Cheerleading Competition at Eleanor Roosevelt High School. The girls competed against 7 teams in the PeeWee Level1 Division. Cora Kelly received the highest score, taking 1st place in their division.

- On April 1, 10 teens from the City of Alexandria participated in the **Color of Justice Program** at the Fairfax County Courthouse. Presented by the Hispanic Bar association of Virginia, the program is an education initiative meant to encourage



minorities to consider careers as attorneys and judges. The program consisted of a mock trial, small discussion groups, and a judge's panel discussion. Michael Johnson, Community Outreach/Safe Place Coordinator and Officer Bennie Evans from the Alexandria Police Department coordinated the youth's participation.

- In the swing of Spring, the following recreation centers sponsored Egg Hunt events for city residents:
 - On April 8, Cora Kelly Recreation Center and The National Community Church co-sponsored the third annual **Egg-stravaganza** at the Conservatory Center at Four Mile Run Park. Kids enjoyed cotton candy, popcorn and prizes. Over 4,000 people participated in this event.



- The **Underwater Egg Hunt** took place on April 15 at Chinquapin Park Recreation Center & Aquatics Facility. Children 6 months to 13 years old jumped in to find 2,000 eggs on and under the water. Participants enjoyed photographs with Alex the Bunny, climbing the inflatable submarine, and exchanging eggs for prizes. Revenue was \$605 with 122 young attendees and 200 friends and family spectating.
- On April 15, Nannie J. Lee Recreation Center partnered with Omega Psi Phi Fraternity Inc. to host its annual **Egg Hunt and Spring Extravaganza**. Egg hunts were facilitated throughout the afternoon and families from the community were engaged in games, crafts, spring activities, petting zoo demonstrations, music and FUN! Over 150 people attended this free event.
- On April 15, Charles Houston Recreation Center partnered with the Alexandria Police Department to host its second annual **Spring Egg Hunt**. Families were entertained by soft play activities and a family friendly movie in the gym. Outside, families visited with a larger than life bunny while hunting for hundreds of eggs.

Program Updates

Out of School Time FY14 through FY17 Summer/School Year Participant and Revenue Comparison

	FY-17 YTD School Year 16-17 03-31-17	FY-16 YTD School Year 15-16 03-31-16	FY-16 Actuals School Year 15-16	FY-15 Actuals School Year 14-15	FY-14 Actuals School Year 13-14	FY-17 Summer 2016 YTD	FY-16 Summer 2015 Actual	FY-15 Actuals Summer 2014	FY-14 Actuals Summer 2013
Program Fee	\$429	\$415	\$415	\$415	\$300	\$300/\$315 (as of 7/1)	\$125/\$300 (as of 7/1)	\$100	\$50
Satisfaction % mid-year report	TBD	90%	90%	92%	92%	TBD	90%	96%	92%
Registration #	1,216	1,196	1,201	1,194	1,243	1,036	1,352	1,332	1,373
OSTP Revenue	\$372,310*	\$353,864	\$356,179	\$353,851	\$268,536	\$214,642*	\$130,750	\$103,100	\$54,352
Fee Assistance (Discounts)	\$127,029	\$124,478	\$125,208	\$125,146	\$87,608	\$81,088	\$41,060	\$28,715	\$13,798
Full Fees	\$520,089	\$498,440*	\$500,530*	\$497,338*	\$366,071	\$311,680	\$174,060	\$133,965	\$68,622

*Fees paid in installments.

- William Ramsay and Patrick Henry Recreation Centers are participating in the **Power Swim program**. The program was developed to provide swim lessons for children enrolled in William Ramsay and Patrick Henry's Power-On Programs (OSTP). At the Chinquapin Park Recreation and Aquatics Facility, lifeguards assessed the skill levels of all participants, followed by weekly lessons in basic fundamentals of swimming and water safety. There are 40 children from William Ramsay and 39 children from Patrick Henry currently enrolled. The registration fee for this program is \$19, with 22 participants receiving 100% subsidy.

- **Wahoo Swim Team** registration opened on March 15. Nearly 200 participants are anticipated, with 52 currently registered. Dr. Dennis Burnstein is continuing as Head Coach.
- On March 29, the **4H Master Gardeners Program** began for participants of the Douglas MacArthur Power-On Program. 13 students are learning about gardening through hands-on lessons both in classroom and outdoors.



- **Charles Houston Community Writers** and the Charles Houston Recreation Center will be entering a formal partnership through our PARKnership program. The pilot program is currently in its seventh month, and is geared to adults on Saturday afternoons and caters to over 35 youth in the Out of School Time program weekday evenings. Many published authors have visited the center including Marlene Trestman, LaAlfredo Da Silva and Dr. William Reeder, Jr. The next visit is scheduled for April 29, with Ronald Shafer (Retired, Wall Street Journal).



- **Aging Backwards/Classical Stretch** was offered for the first time this winter at Chinquapin Park Recreation Center and Aquatics Facility. It reached maximum enrollment of 23 participants and generated \$2,422 in revenue. An additional section was added for spring to meet community demand. The first class has met maximum enrollment, and the second has reached half its maximum with 2 weeks left of registration. Revenue is currently \$3,395.

Upcoming Programs & Events

- On April 28, Cora Kelly Recreation Center will host its **Family Cosmic Skate Night**. Families can use skates from the center or bring their own to enjoy an exciting evening of family friendly activities. The event is \$5 per person and \$15 per family of 4.



- On April 28, Charles Houston Recreation Center will host its third annual **Family Fun Night** featuring Maury Elementary School. This free event invites family and friends to an evening of fun, games, music, crafts and gift giveaways. Refreshments include pizza, hot dogs, fruit, chips and juice drinks.
- The annual **Alexandria Spring Invitational Cheer Competition** will take place on Saturday, April 29 at 2 p.m., at T.C. Williams High School. The competition features 3 age

categories of youth cheerleading teams from neighborhood recreation centers and the metropolitan area. Each team will receive a team trophy at the awards presentation immediately following the competition.

- The **Alexandria City Track & Field Meet** will take place on May 20 at T.C Williams High School. Participants can enter two track events plus a relay and one field event. The top two place winners in each group event will advance to the regional meet. This program is open to City of Alexandria residents only.

Special Features

- Chinguapin Park Recreation and Aquatics Facility installed **filtered water bottle fillers** on both floors.
- The **exterior building and parking lot lights** at Cora Kelly Recreation Center have been replaced with brighter lights and additional lighting. This has not only enhanced the outside of the facility, but is a safety precaution for the neighborhood and center patrons.
- Professional resources from Architectural firms, Real Estate Companies, businesses and other organizations are partnering with the Charles Houston Advisory Council and City staff to fund and build the **Teen Center**. The Advisory Council is on the fast track to match funds offered through the City's PARKnership Program. They have currently raised \$22,000 towards the \$25,000 goal.

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 19, 2017

TO: PARK AND RECREATION COMMISSION MEMBERS

FROM: DINESH TIWARI, DEPUTY DIRECTOR - PARK OPERATIONS, RPCA

THROUGH: JAMES SPENGLER, DIRECTOR, RPCA

SUBJECT: PARK OPERATIONS MONTHLY UPDATE – ITEM VIII

1. PARK AND FACILITIES MAINTENANCE

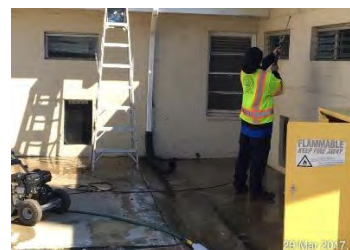
- a. Community Gardens – Chinquapin Community Garden is currently 99% rented this season while Holmes Run is full. Staff also responded to citizen inquiries about the proposed garden plat rental fee increases in FY2018.
- b. Park Maintenance
 - Staff responded to a final winter weather snow event in March. All schools, recreation centers, metro, bridges/overpasses, rights-of-way and City sidewalks were cleared within 24 hours of the end of the storm, as required by the City Ordinance.
 - Volunteer groups have been “lending a hand” to pick up ground trash in parks throughout the City. Park volunteer days were scheduled at Four Mile Run, Ben Brenman, and Veterans/ Beatley park, to name a few.
 - Limerick Field with synthetic turf has been completed and is now open for play and is being scheduled for use through Recreation Services.
 - Athletic field maintenance is in high gear maintaining the City’s athletic fields for high school, user groups, and City sponsored programs.
 - All synthetic turf fields of the City will be available for open play when they are not scheduled by RPCA or ACPS for other uses. Staff has installed signs in these fields posting the regulations governing the open use. A formal



TC. Williams HS
Volunteer Clean Up at
Four Mile Run Park



Four Mile Run Wetlands Cleanup



Waterfront Spring Cleaning and
Preparations

public announcement regarding the expanded community access to these fields will go out soon. This initiative is in addition to the RPCA's "Rock Your Park" program that allows open play days on specific athletic fields.

c. Waterfront Parks

- In preparation for spring start-up, staff completed a project of deep cleaning and reorganizing their maintenance facility and storage yard. Also, materials and operating supplies were ordered and restocked.
- Staff also installed new City-standard park furniture along the Waterfront parks.

d. Park Facilities Maintenance

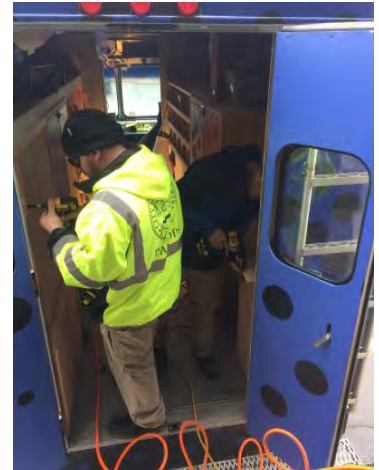
- Staff installed new timber edging along nature path at Dora Kelley Nature Park
- Staff rebuilt the interior of the Mobile Art Lab to help organize storage of program supplies and equipment.
- Staff coordinated park lighting and other electrical repairs in parks to prepare for the spring season.
- Staff assembled several new game equipment for the recreation centers.
- Staff initiated de-winterization and preparations of all irrigation systems, restrooms and water fountains in parks for use starting this spring.
- Staff converted all snow equipment for mowing operations.
- All mowing and grounds maintenance equipment was serviced to prepare for spring season operations.
- Staff cleaned and stored all salt spreaders and stored leftover ice melt inventory for next year's use.

2. URBAN FORESTRY

- a. The mild weather in February and early March gave us a jump on spring street tree planting. Ninety-one trees were planted in March, and approximately 200 more in the queue for early April.
- b. The third phase of the five year tree inventory is scheduled to begin at the end of April. Our consultants have identified and



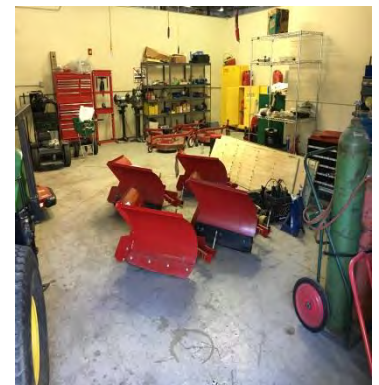
New timber edging at Dora Kelley



Mobile Art Lab interior rebuilt



Park light repair



Conversion of Snow Equipment

collected data on 13,343 trees along City streets and in parks. This information has been used to develop work orders to provide maintenance for 2455 trees and remove 95 trees in FY16 and FY17.

- c. The Arbor Day Foundation has again named the City of Alexandria a 2016 Tree City USA. This is the thirty-third consecutive Tree City USA award achieved by the City. In addition, the City will receive a Tree City USA Growth Award for demonstrating environmental improvement, and a higher level of tree care. The awards will be presented at the City's Earth Day Celebration on April 29th, 2017.

3. NATURAL LANDS MANAGEMENT

a. Invasive Plant Management and Ecological Restoration

- Staff supervised our contractor, Invasive Plant Control (IPC), with completing foliar-treatment of English Ivy, Periwinkle, Bamboo, and other non-native invasive plants at Fort Williams Park and Robert Leider Park.
- Staff removed thousands of incipient Oriental Bittersweet and Garlic Mustard plants from Dora Kelley Nature Park, Chinquapin Park, and Rynex Natural Area.
- Staff planted 9 Silky Willow shrubs in drainage swales at lower Windmill Hill Park as part of ongoing ecological restoration work at the site.
- Staff, together with conservation partner volunteers Earth Sangha, Virginia Native Plant Society, and Alexandria residents, planted many hundreds of site-appropriate native grasses and wildflowers on the steep bank of the old Orange and Alexandria Railroad at Windmill Hill Park. This long-scheduled ecological restoration planting will ultimately function as a large native pollinator "garden" and managed meadow.

b. Cooperative Initiatives

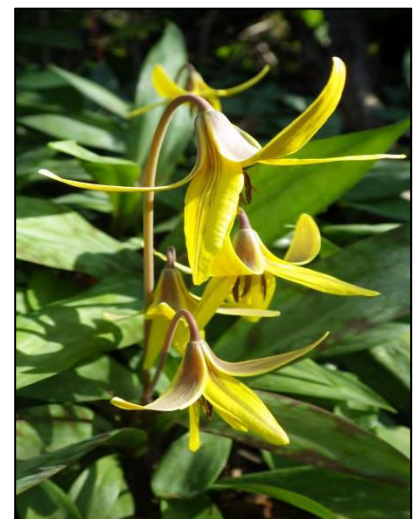
- On March 25, 2017, City Natural Resource Manager presented "Knowing Your Local Habitats: The Gems of Metro D.C." at the 31st Annual Lahr Symposium, U.S. National Arboretum. 160 in attendance.
- Staff updated the City of Alexandria Flora and Natural Communities webpage at <http://alexandriava.gov/22560>.



Planting Silky Willow shrubs at Windmill Hill Park.



Wild Pink at the Holmes Run Gorge.



Yellow Trout Lily at Dora Kelley Nature Park.



Bloodroot at Dora Kelley Nature Park.

c. Environmental Review

- Staff reviewed the 3834-3832 Seminary Road – Stuarts Walk Proposal and provided comments.
- Staff reviewed the species list of proposed street trees for the Alexandria Beautification Committee.
- Staff worked again to protect and preserve old, remnant native canopy trees near the footprint of the Holmes Run Park Bike Trail Bridge and Stream Restoration Project.
- Staff drafted and presented Best Management Practices as a response to the “Making Alexandria into a Bee City Capstone Project” request to Council and City staff.
- Staff reviewed the proposed plant species lists and ecological restoration practices for the Interim Fitzgerald Square Project for DPI.
- Staff reviewed the proposed plant species lists and ecological restoration practices 2nd Street Bio retention Project for DPI.



Volunteers and staff planting native grasses and wildflowers on the steep bank at Windmill Hill Park



Animal classifications program at Tucker Elementary

4. JEROME “BUDDIE” FORD NATURE CENTER

a. Programs/Updates

For the month of March, there were 85 interpretive programs attended by 1,181 people. The combined total number of visitors and program participants for March was 2,056 people.

School Programs:

For the month of March, the Naturalist conducted 12 school programs reaching 293 people.

- March 17- The Naturalist went to Samuel Tucker Elementary School to conduct 6 programs for first graders. The students learned about the different classifications for animals. Participants had the chance to see a baby snapping turtle, Madagascar hissing cockroaches, a Chinese warty newt and a corn snake up close.
- March 21- Two classes of Ramsay Elementary School Pre-K students came to the Nature Center to learn about spring. Unfortunately, the weather was too cold and rainy to go outside.
- March 22- The Naturalist returned to Samuel Tucker Elementary School to conduct programs for the fifth graders. These students learned about animal adaptations.



Pre-K students are proud of the blossoms art work



Geology program conducted by Joe Marx

Many of the Nature Center's live animal collection have unique adaptations- fire bellied toads display their red warning colors, the fat-tailed African gecko's tail appears to be a second head, the Mali uromastix adapts to living in the Saharan Desert by drinking no water, can greatly fluctuate its body temperatures and has a spikey tail to protect itself.

Nature Center Programs:

During the month of March, there were 4 birthday parties, 38 impromptu programs conducted by staff, 3 weekend programs, a Geology program for adults, 1 girl scout program, 2 paying preschool program and the monthly "Little Adventures" program. Total participation for these programs was 396 people.

- March 4- On Saturday, March 4, 67 people joined in for an afternoon of geologic exploration of the Holmes Run Gorge and the exposed rocks within. Joe Marx, a gifted local geology professor, shared his passion and knowledge as the group delved into the geologic history of the Holmes Run Gorge. Following his talk, the group hiked Dora Kelley Nature Park locating significant geologic places of interest.
- March 10- This was the final program for the winter series of "Little Adventures" classes. The focus was on spring and the seasonal changes around us. Since the weather was unseasonably cold and rainy for a hike, the children created flower and blossom works of art.
- March 31- Students and teachers from Provident Preschool came to the Nature Center to learn about native animals. The children were fascinated with the turtles and snakes. Originally, the group was planning to go on a long hike in Dora Kelley Nature Park but the weather did not cooperate. Instead, the 17 children created wonderful works "blossom" art with tissue paper.

Outreach Programs

For the month of March, the Naturalist conducted 3 programs reaching 113 people.

- March 15- The Naturalist went to the Duncan Library to conduct the monthly afterschool program. This month's topic was "Vertebrate/Invertebrate." The 10 elementary



Craft project in the Little Adventures program



Children examine live animals and preserved specimens at the Duncan Library "Vertebrate/Invertebrate" program



Nature Buddie finds an antler in Dora Kelley Nature Park

school aged children enjoyed meeting many animals including millipedes, hissing cockroaches, a hermit crab- all invertebrates from the Nature Center's collection. Mice, a DeKay snake and a painted turtle represented the vertebrate groups.

- March 28- The Naturalist conducted two afternoon programs for the Center at the Charles Barrett Recreation Center. A total of 103 children met many of the animals from the Nature Center's collection including a corn snake, hissing cockroach, baby snapping turtle and a fat-tailed African gecko.

Afterschool Buddies Program:

This month was a month filled with special visitors! The American Red Cross Pillowcase Project came to the afterschool buddies. The kids learned about natural hazards, the best way to stay safe and how to create their own emergency supply kits. The *buddies* each decorated a pillowcase that they could bring home to be used as a quick, easily transportable supply pack, in the event of a disaster. Later in the month, the Alexandria Fire Company 208 taught the children about fire safety. The *buddies* took a tour of a fire engine and a ladder truck, as well as saw a demonstration of the equipment and the procedures a firefighter goes through to dress for a fire event. Lastly, Nature Center volunteer spoke to the group about musical instruments and gave a musical demonstration of the dulcimer. It was also a busy month of wildlife sightings in Dora Kelley Park- downy and pileated woodpeckers, great blue heron, red shouldered hawks, spotted salamanders, ring necked snake and frog egg masses.

b. Volunteers and Interns

A total of 73 volunteers provided 220 hours of service during the month of March.

A big thank you goes out to the Friends of Dora Kelley Nature Park who organized an extremely successful Spring Clean Up on Saturday, March 25. A total of 67 volunteers worked from 9a.m. to 12p.m. on that beautiful Saturday morning, making this one of the best volunteer turnouts Dora Kelley Park has seen in years! In addition to dozens of bags of trash collected, some of the more interesting finds included an eight pound bowling ball, a grill, a parking sign and some lawn décor. Everyone did a great job and the park looks wonderful.



Nature Buddie observes a deer in the park



Spring peeper observed by a FrogWatch volunteer



Wood frog photographed by FrogWatch volunteer Linda Shapiro



Staff hand feeds a ring tailed lemur

c. Noteworthy

The annual FrogWatch USA was conducted in Dora Kelley Nature Park. The patrol began on February 22, nearly two weeks earlier than 2016 and ran until March 7 with 3 days cancelled due to cold temperatures. A total of 366 live amphibians were reported (298 spring peepers, 26 wood frogs, 41 spotted salamanders and 1 red-backed salamander). By comparison, patrols in 2016 started on March 7 and ran for 11 straight days. The reported number of amphibians for last year was 1,062. A special thank you to the many volunteers who assisting gathering the data and the wonderful photographs documenting this year's FrogWatch.

The Nature Center's Program Coordinator attended "Conservation Education: Effective Program Design" training in Wheeling, West Virginia from February 6-11. The training focused on all aspects of environmental education, conservation programming and exhibit design to incorporate a variety of age-appropriate learning styles and teaching methods for students and visitors of all ages. Upon completion, she received her certificate from the Association of Zoos and Aquariums.

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City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 20, 2017

TO: PARK AND RECREATION COMMISSION EMBERS

FROM: JACK BROWAND, DIVISION CHIEF *Jack Browand*
PARK PLANNING, DESIGN & CAPITAL PROJECTS

SUBJECT: PARK AND RECREATION COMMISSION DIVISION UPDATE ITEM VIII.

BEVERLEY PARK RENOVATION

Project Manager: Judy Lo, Urban Planner III

Construction of renovations to Beverley Park, 520 N. Overlook Dr. is underway. Work completed in March included the demolition of the playgrounds, picnic shelter, storm sewers, trees and retaining walls. Work in April will include building of the new retaining walls and grading of the accessible ramp. Weather permitting, construction will conclude in approximately five months.



CAMERON RUN REGIONAL PARK PLANNING PROCESS

Project Manager: Jack Browand, Division Chief & Dana Wedeles, Acting Principal Planner

Within the last 70 days, Michael Baker has solicited feedback on the current site uses, potential future uses and answered questions on the lease agreement and has engaged just over 600 individuals. Planning staff will provide an update to City Council on April 25 and has scheduled a second Community Meeting on April 27 to provide preliminary options and to receive comment. Following the community meeting, RPCA Planning staff and Michael Baker will begin Task 3 of the Planning Process that is the development of refined concepts and potential alternative usage of the property. Final concepts will be brought to the Park & Recreation Commission and City Council for Public Hearing and action. For additional information, visit the [Project Website](#).

HOLMES RUN TRAIL BRIDGE PROJECT

Project Manager: Dana Wedeles, Acting Principal Planner

The Department of Project Implementation has begun construction of improvements along the Holmes Run Bike Trail from the stream crossing at North Ripley Street to Van Dorn Street. The project provides improvements to a portion of the existing pedestrian and bicycle network along a section of Holmes Run Trail including the replacement of the existing Holmes Run fair weather crossing with a new pedestrian / bicycle bridge and an on-street bicycle route to be used as an alternative to the Holmes Run trail during flood events. The project will also restore of a portion of the Holmes Run to a more natural condition ensuring the construction of the new pedestrian bridge does not increase the base flood elevation. Construction will take 12 months. During that time, there will be a pedestrian and bicycle detour in place. The 2014 Citywide Parks Improvement Plan listed this project as a recommendation. For additional information, visit the [Project Website](#).



WARWICK POOL REPLACEMENT PROJECT

Project Manager: Jack Browand, Division Chief

Demolition of the existing pool and bathhouse began the week of March 27 and was completed the week of April 10. Site work to include regrading and retaining wall construction will begin the week of April 17. Construction completion continues for the summer 2017 pool season. For additional information, visit the [Project Website](#).



NORTH POTOMAC YARD SMALL AREA PLAN UPDATE

Project Manager: Bethany Znidersic, Principal Planner

The current shopping center in North Potomac Yard was designed to serve the community for approximately 20 years. In 2010, a Small Area Plan (SAP) was completed for the 70 acre site. The current property owners are requesting some changes to the 2010 plan, which has triggered a public process to update the SAP. The update focuses on the movie theater site east of Potomac Avenue. Changes to the Open Space network were discussed in October and February during the North Potomac Yard Advisory Board meetings, and revisions to the SAP and its recommendations will be discussed in April. The SAP will be docketed for review and approval by the Planning Commission and City Council in June. For additional information, visit the [Project Website](#).

WINDMILL HILL PARK SHORELINE PROJECT

Project Manager: Jack Browand, Division Chief

The Departments of Recreation, Parks & Cultural Activities and Project Implementation hosted a community pre-construction meeting on Tuesday, April 18. Staff and project managers discussed the construction timeline and answered questions on the rehabilitation project. Onsite construction activity is planned to begin in early May. City Council will hold a groundbreaking ceremony on Saturday, April 22 at 8:30 am in the park, 501 S. Union St. For additional information, visit the [Project Website](#).

SIMPSON PARK PLAYGROUND & PASSIVE LAWN RENOVATION

Project Manager: Dana Wedeles, Acting Principal Planner & Judy Lo, Landscape Architect

Lardner/Klein developed a final concept plan, shown below. Staff is currently in a final review of the construction documents and expects to go to bid on the project in early summer. We anticipate construction to begin in the fall. For additional information, visit the [Project Webpage](#).

